

THE BOARD OF EDUCATION OF SALT LAKE CITY SCHOOL DISTRICT

Board Business Meeting
and Closed Executive Session

August 2, 2016

The Board of Education of Salt Lake City School District met in a Board Business Meeting and Closed Executive Session at 6:03 p.m. on Tuesday, August 2, 2016, in the Board Room of the Administration Building, 440 East 100 South, Salt Lake City, Utah.

ROLL CALL

Members Present: President Heather Bennett, Vice President Tiffany Sandberg, J. Michael Clára, Rosemary Emery, Melissa Ford, Katherine Kennedy, Kristi Swett, and Omyya Min, Student Member.

Also Present: Superintendent Alexa Cunningham; Janet Roberts, Business Administrator; Kristina Kindl, Director of Policy and Legal Services; Mozelle Orton, Executive Director of Human Resource Services; Barbara Kuehl, Chief Academic Officer; Larry Madden, Chief Operations Officer; Brian Conley, Chief School Improvement Officer; Julie Atwood, Director of Educational Technology and Elementary School Leadership Support; Rebecca Pittam, Elementary School Leadership Support; Alan Kearsley, Director of Finance; Michael Williams, Director of Development and External Relations; Ana Park, representing the Salt Lake Education Association; Janet Clark, representing the Child Nutrition Employees Association; Cindy Mills, representing the Salt Lake Educational Office Personnel Association; Rickie McCandless, representing the Salt Lake City Mayor's Office; Jason Olsen, Public Information Officer; Allison Sisam, Business Administration Office; and others in the audience.

In accordance with the agenda prepared for the Board Business Meeting of August 2, 2016, eight motions were made, including a motion to adopt a tax rate of .006180. Items are reported as listed in the agenda and not necessarily in the order they were considered.

The meeting was called to order by President Bennett, who presided.

1. BOARD CONVENES

- General Pronouncements

2. CLOSED EXECUTIVE SESSION

A. Litigation, Negotiations, and/or Property

At 6:03 p.m. a motion was made, after which members excused the audience and remained in the board room:

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*(1) That the board meet in Closed Executive Session to consider litigation, negotiations, and/or property.

** (Sandberg and Swett)

Present for Closed Session for litigation, negotiations, and/or property were Heather Bennett, Tiffany Sandberg, J. Michael Clára, Rosemary Emery, Melissa Ford, Katherine Kennedy, Kristi Swett, Alexa Cunningham, Janet Roberts, Kristina Kindl, and Florence Vincent, board legal counsel from Prince, Yeates and Geldzahler.

Board members adjourned from the Closed Executive Session for litigation, negotiations, and/or property at 6:15 p.m. and returned to the Board Business Meeting at 6:30 p.m.

VOTE RECORD	AYE	NAY	ABSENT
BENNETT	X		
CLÁRA	1, 2 & 7	3, 5, 6 & 7	
EMERY	X		
FORD	X		
KENNEDY	X		
SANDBERG	X		
SWETT	X		
A Absent	Ab Abstention	F Failed	
N "No" Vote	NA No Action	T Tabled	
W Withdrawn	*Unanimous Approval		
**Members Making Motion			

B. Character, Professional Competence, or Physical or Mental Health of an Individual and/or Deployment of Security Personnel, Devices, or Systems

There was no Closed Session for character, professional competence, or physical or mental health of an individual and/or deployment of security personnel, devices, or systems.

3. BOARD BUSINESS MEETING

- President Bennett welcomed everyone in the audience. She recognized the presence of Rickie McCandless representing the Salt Lake City Mayor's Office, Ana Park representing the Salt Lake Education Association, Janet Clark representing the Child Nutrition Employees Association, and Cindy Mills, representing the Salt Lake Educational Office Personnel Association.
- Superintendent Cunningham announced members of the Cabinet would introduce new administrators and administrators who have changed their positions.
 - Barbara Kuehl introduced Kim Knettles, Supervisor of Community Education; Claustina Mahon-Reynolds, Equity Director; and Peggy Paterson, Supervisor Academic Services.
 - Larry Madden introduced Mindi Holmdahl, Director of Student Services; Nicole Suchey, Coordinator Special Education; Martin Yablonovsky, Transportation Manager; Principals Joshua Bell, Horizonte, and Katherine Hollicker, Open Classroom; and Assistant Principal Whitney Watchman, East High.
 - Bryan Conley introduced Paula Espinoza-Wells, Title I Coordinator; Robyn Giovacchini, Early Childhood Supervisor; Jennifer Mayer-Glenn, Family Support Director; Audrey Powell, Early Childhood Coordinator; Principal James Martin, Riley Elementary; and Assistant Principals Erik Jacobson and Allison Martin, Northwest Middle, and Ronald Urbin, Riley Elementary.

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- Julie Atwood introduced Elementary School Principals John Kelly, Washington, and Kenneth O'Brien, Uintah; and Thomas Luthy, Intern Assistant Principal, Nibley Park.
- Rebecca Pittam introduced Elementary School Principals Deb Andrews, Newman, Nathan Elkins, North Star, and JaNeal Rodriguez, Lincoln; Assistant Elementary School Principals Erin Anderson, Escalante, Megan Ause-Carlisle, Lincoln, and Ruth Jackman, Backman; and Intern Assistant Elementary School Principals Dan Aragon, Rose Park/Newman, Michelle Grutter, Jackson, and Adrienne Labato, North Star.
- Nathan Elkins, North Star Elementary School Principal, led the audience in reciting the Pledge of Allegiance to the Flag.
- President Bennett recognized three Child Nutrition employees for being awarded top honors by the Utah School Nutrition Association and presented them with Certificates of Recognition from the Board. Janet Clark was named Employee of the Year, Luis Morales-Salazar was named Manager of the Year, and Kelly Orton was named Director of the Year. President Bennett said both Janet and Luis were also recognized by the National School Nutrition Association as the employee and manager of the year for the West Region. Mr. Orton thanked the board and expressed his appreciation to all members of the Child Nutrition Department for everything they do.

A. CONSENT AGENDA

*(2) A motion was made to approve the Minutes of the Board Business Meeting held July 5, 2016, included in the Consent Agenda. Items #A1, Purchasing/Accounting Report, #A2, Human Resources Department Report, and #A4, Letter of Support for Board member Swett's NSBA Pacific Region Candidacy, were moved to the Action Agenda.

**(Kennedy and Sandburg)

1. The Purchasing/Accounting Report, included a breakdown of items costing over and under \$50,000, increases to existing purchase orders, a payment voucher report that includes travel and professional expenditures, and the Budget Report for June 2016 (Pre-Final). *This item was moved to the Action Agenda.*
2. The Human Resources Department Report, included new contract employment for 124 employees, changes for three, and releases for seven. *This item was moved to the Action Agenda.*
3. Minutes of the Board Business Meeting held July 5, 2016.
4. Letter of Support for Board Member Swett's NSBA Pacific Region Candidacy. *This item was moved to the Action Agenda.*

B. REQUESTS TO SPEAK

There were no requests to speak.

C. TRUTH IN TAXATION HEARING

At precisely 7:00 p.m., President Bennett opened the Truth in Taxation Hearing. She thanked those in the audience who were present for the hearing.

1. Public Comment on Proposed Tax Rate.

- a. Scott Heiner addressed the board on the proposed tax rate. He said he lives on Lake Street and asked how the board determines the value on a home. He said his value went up a lot which places a burden on homeowners.

Following the public comment, Business Administrator Roberts said the school district does not determine the value of a home, the value is determined by the Salt Lake County Assessor's office. She told Mr. Heiner he can appeal the assessed value of his property to the Salt Lake County Assessor's office.

At 7:05 p.m. President Bennett thanked him for speaking and closed the Public Comment of the Truth in Taxation Hearing.

D. BOARD ACTION ON TAX RATE

1. 2016-2017 Proposed Tax Rate.

^N(7) A motion was made that the board approve the adoption of a tax rate of .006180 for the Fiscal Year 2016-17 as it has been presented to the Board of Education during this meeting on August 2, 2016, which includes an increase to the Capital Local Levy. These funds will be used to meet the capital needs of the district. Approval was given to the motion on a vote of 6 to 1 with Mr. Clára voting "No."

**(Swett and Kennedy)

Prior to voting on the motion, Superintendent Cunningham and Business Administrator Roberts provided the board with a short presentation on the 2016-17 Proposed Tax Rate. The presentation included information on what the "certified tax rate" means, and a history of the impact of the tax rate on taxpayers. She said even with the proposed increase, taxpayers will see a decrease in their property taxes, unless the assessed value of their home has increased, and they shared some examples of property tax notices. The presentation included information on new growth and possible options.

Following the presentation, board members discussed the 2016-17 Proposed Tax Rate. President Bennett thanked Ms. Roberts and Mr. Kearsley for all their great work and efforts. Copies of the Resolution, approving the adoption of a tax rate of .006180 for the Fiscal Year 2016-17, and the presentation have been added to the official minutes.

E. DISCUSSION AGENDA

1. Student Achievement Plan 2016-2017. Barbara Kuehl reported the Student Achievement Plan (SAP) has been updated based on feedback. She said Exhibit E1 includes the updated Plan and the Pathway Markers which reports to the community how the district has assessed the SAP. She expressed her appreciation to the stewards of each of the Essentials and said this is a living document that will move the district forward.

Board members discussed the plan and Ms. Kuehl answered questions. One of the concerns raised was what impact the changes to ESSA (Every Student Succeeds Act) would have. She told the board the goals will remain the same but some of the action steps will change as a result of the ESSA changes. Board members said they would like more measureable goals and also requested updates and reports to see if the district accomplished their goals and at what level.

Concern was noted that even with the plan there are still discrepancies between schools. Some schools still don't have the same access to technology, some schools are able to obtain grants and are able to have more computers accessible for their students, and board members asked when that would be addressed. Superintendent Cunningham said the district is working to unify what technology is being provided for students regardless of where they go to school, and Ms. Roberts said Information Systems is always looking at ways to put more computers in the schools. Board members requested a report on the student to computer ratio and asked that the report include what funds were used to purchase the computers.

Board members requested the steward for each Essential be added to the plan, noting it would be helpful for not only them but for parents and community members to have a contact they could direct questions to. They said it would be helpful to have a sense of which employees are supporting which Essentials, the overall budget and resources for the Essentials, and how the organizational chart ties to the SAP.

Board members expressed their concern that not all schools are aware of what the Essentials are and expressed their desire that schools understand and know what the Student Achievement Plan is all about. Superintendent Cunningham said that is one of the items on the agenda for the Administrator's Institute. In response to a question, President Bennett said she has received some additional proposals for a graphic for the Student Achievement Plan. She will send them to board members for their input.

2. Ongoing and One-time Investments for New Growth Revenue 2016-2017. Janet Roberts told board members stewards of each of the Essentials were asked if there were any changes they would like to make to their request for resources. She noted any changes made are reflected on Exhibit E2. She briefly went through the requests under the Student Achievement Plan.

Ms. Roberts said she met with Jennifer Mayer-Glenn, newly appointed Director of Family and School Collaboration. She reminded board members of the pilot this year to have Family School Collaboration Specialists in four elementary schools. She said Ms. Mayer-Glenn would like to add a specialist to work with secondary schools so the request would be for five people. Ms. Roberts said it would be her recommendation to modify the request by \$45,000 in order to keep the Family School Collaboration Specialists full time and add a full-time specialist in the secondary schools. Ms. Mayer-Glenn talked to the board about the secondary school specialist, including conversations she has had with principals about transition issues and helping students and parents through the changes. She said she will need to consult with school support staff and others to determine an equitable way to implement a Family School Collaboration Specialist in the secondary schools. Board members talked about the need to find measures to determine the success of the Family

School Collaboration Specialists and how to support schools without specialists so they are not left out of family and school collaboration efforts. Ms. Roberts noted this change to the request would bring the total Student Achievement Plan requests to \$587,350 which, if all the Student Achievement Plan requests are funded, would leave \$49,000 instead of the \$94,000 noted in Exhibit E2.

Board members briefly discussed the remaining funding requests from the Student Achievement Plan.

Ms. Roberts reminded board members all these requests will come from the \$2 million in growth they had. She said the board will have \$1.8 million new growth for this year and Superintendent Cunningham has developed a Budget Request Form that can be distributed to department heads and building administrators. A copy of the form has been added to the official minutes. She said any requests that are submitted will be added to the requests that have not been funded for further discussion by the board.

Board members gave staff direction to begin to move forward with the funding requests from the Student Achievement Plan and that it be placed on the Consent Agenda at the next board meeting for approval. Staff was also asked to check with the high school principals to get their recommendations on how the remaining \$49,000 could best be utilized, including how it would improve student achievement and bring the recommendation back to the board in September for discussion.

3. Master Boards Award Overview. Board Member Swett distributed copies of the Utah School Boards Association Master Board Award program. She said the purpose of the program is to help the board come together and bond while learning to be more effective leaders for public education. She said if they work together as a board, there are a lot of the items they could accomplish together with not a lot of time. She also said she thinks the Superintendent's Cabinet should be included. She said if this is something the board feels would be of value, they could begin in September, pick of couple of the items, and begin working on them. She said USB A would mail passwords to everyone so they can access the training online. A copy of the brochure has been added to the official minutes.
4. Closed Session Participation. President Bennett began the discussion about remote access for Closed Session participation. She said when the law was changed to allow for electronic meetings the advice given to the board, at that time, was not to allow remote access for Closed Session due to concerns over where the individual was and who might be able to overhear. She said they have checked with other districts, and most allow members to call into a closed session so long as they are in a secure area and cannot be overheard. She said as far as it can be determined, it would not be a violation of the Open Meeting Law. She said after further consideration, it is her recommendation electronic participation be allowed for Closed Session. The general consensus of the board was to allow the electronic participation in Closed Session and ask the Policy Sub-committee to make the necessary changes to the policy and bring it back to the board for approval.

F. ACTION AGENDA

1. Any item transferred from Consent Agenda.

Purchasing/Accounting Report.

^N (3) A motion was made that the board approve the Purchasing/Accounting Report as included in Exhibit A1. Approval was given to the motion on a vote of 6 to 1 with Mr. Clára voting "No."

^{**}(Sandberg and Emery)

Mr. Clára said he had requested the Purchasing/Accounting Report be moved from the Consent Agenda. He said his objection was for the Purchase Order for legal services by Prince Yeates and Geldzahler. He stated the reasons for his objections and distributed a letter outlining his concerns. A copy of Mr. Clára's letter has been added to the official minutes. During the discussion the issues of what qualifies as "a small purchase" and providing information and requests for clarification 24 hours prior to the meeting were discussed.

^{NA} (4) A motion was made to call for the question. No action was taken on the motion.
^{**}(Kennedy)

Following approval of the motion, President Bennett told Mr. Clára if he would like further clarification and discussion on what qualifies as "a small purchase" that he meet with Superintendent Cunningham and Business Administrator Roberts.

Human Resources Department Report.

^N (5) A motion was made that the board approve the Human Resources Department Report as included in Exhibit A2. Approval was given to the motion on a vote of 6 to 1 with Mr. Clára voting "No."

^{**}(Kennedy and Swett)

Mr. Clára said he had requested the Human Resources Department Report be moved from the Consent Agenda. He said he does not understand the consistency for when employees appear on the report and how someone can be hired without board approval. President Bennett noted the board has asked Ms. Orton, Executive Director of Human Resource Services, to prepare a report for the board, which will be placed on the agenda as soon as it can be scheduled.

Letter of Support for Board Member Swett's NSBA Pacific Region Candidacy.

^N (6) A motion was made that the board send a letter of support for Board Member Swett's NSBA Pacific Region Candidacy as included in Exhibit A4. Approval was given to the motion on a vote of 6 to 1 with Mr. Clára voting "No."

^{**}(Kennedy and Sandberg)

In making the motion, Ms. Kennedy said it would be an honor for the district to have Ms. Swett serve in a leadership position in the Pacific Region of the National School Boards Association (NSBA). Mr. Clára said he had requested the Letter of Support be moved from the Consent Agenda. He distributed a letter outlining his reasons for not supporting Ms. Swett's candidacy. A copy of Mr. Clára's letter has been added to the official minutes.

Board members Ford and Kennedy voiced their endorsement, said they feel Ms. Swett would be a good representative for the needs of the district, and said they would like to have their names added to the Letter of Support. Ms. Swett expressed her appreciation for the support. A signed copy of the Letter of Support has been added to the official minutes.

G. BOARD MEMBER REPORTS

Board Member Emery reported Washington Elementary School is looking for a business partnership that could provide some support for the school.

Board Member Kennedy congratulated the Salt Lake Education Foundation and Mr. Williams on the successful Second Annual OFA Ngata College Preparation Fund Luau which provides funds for college preparation opportunities for students. She also reported on the Violin program at Jackson Elementary which provides 5 days a week of afterschool and summer camps for violin instruction for students.

Board Member Ford reported a joint meeting of USBA, USSA, and UASBO was held last week to discuss legislative priorities. The documents will be distributed and she encouraged board members to review it and see if there are other items they feel should be included.

Board Member Swett reported the USBA Pre-Delegate and Delegate Assembly is scheduled for August 19 & 20, 2016. Ms. Ford and Ms. Kennedy are the district's delegates and Mr. Clára is the alternate. Ms. Swett reported she had attended a meeting with the Mayor and the Police Department. She said she felt there was great participation from the community and it had been a great conversation. She said she felt it was a good starting point; and it was encouraging to see how many people attended, and to hear the conversations that took place. President Bennett agreed it was a good start, said she was impressed with the police officers who spoke, and said they were open to the discussion.

President Bennett expressed appreciation to Superintendent Cunningham for her willingness and the effort she has made to meet with so many people and visit so many schools.

H. SUPERINTENDENT'S REPORT

1. Miscellaneous Updates:

Superintendent Cunningham reported East, Highland, and West High Schools have been recognized by the Utah High School Activities Association (UHSAA) for their sportsmanship.

Superintendent Cunningham reported the training for new administrators held earlier today had gone very well. She said the annual Administrator's Institute is scheduled for August 10th and 11th and would begin at the University of Utah and move from there to Innovations Early College High School. She also noted new teacher orientation would begin on Monday, August 8th and August 17th will be a district-wide professional development day for all teachers.

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Superintendent Cunningham also reported the schools are in the process of registering students, and she reminded everyone the first day of school will be August 22, 2016.

2. Other Superintendent Reports, if any

I. ADJOURNMENT

Following a motion by Ms. Swett, seconded by Ms. Sandberg, the meeting was adjourned at 9:06 p.m.

Janet M. Roberts
Business Administrator

aps

Salt Lake City School District
Addition to the Minutes of the Board Business Meeting 08/02/2016

OFFICIAL EXHIBITS OF BOARD MEETING

Official exhibits provided to the board and made available to the public as part of the meeting agenda can be found [here](#).

ADDITION TO THE MINUTES

The Board of Education of Salt Lake City School District acts by vote of a majority of the board members in an open and public meeting. Statements by individual board members, in or out of board meetings, written, oral or in social media, do not necessarily represent the views of the majority of the board or any other board member. Nevertheless, out of respect to the elected office that each board member holds and consistent with state law and board policy, the board allows its members to attach to board meeting minutes any other information that any member requests. When the board votes to approve minutes, that vote signifies that the minutes are a correct record of what occurred and what was asked to be included in the minutes. It does not signify any individual board member's agreement with the substance of the content.

The following information was distributed in the public meeting of the board, and has been included in the minutes at the request of the board member(s):

Letter submitted by Mr. Clára re: Purchasing/Accounting Report

[Agenda Item A1](#)

Letter submitted by Mr. Clara re: Letter Board of Education

Endorsement: Ms. Kristi Swett, NSBA Regional Candidate

[Agenda Item A4a](#)

Letter of support for Board Member Swett's NSBA Candidacy

[Agenda Item A4b](#)

Resolution approving the 2016-17 Tax Rate

[Agenda Item D1a](#)

Presentation on the 2016-17 Proposed Tax Rate

[Agenda Item D1b](#)

Budget Request Form

[Agenda Item E2](#)

Master Boards Award pamphlet

[Agenda Item E3](#)